



**BOXBOROUGH PLANNING BOARD**  
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James Faulkner, Chairman   Eduardo Pontoriero, Clerk   Owen Neville   John Markiewicz   Nancy Fillmore

**Meeting Minutes**  
**April 7, 2014**  
**7:30 p.m.**

Members present:

James Faulkner, Chair  
Eduardo Pontoriero, Clerk  
Owen Neville, Member  
Nancy Fillmore, Member  
John Markiewicz, Member  
Elizabeth Hughes, Town Planner

The Chair called the meeting to order at 7:32 pm in the Grange Hall of Town Hall.

**Meeting Minutes March 24, 2014**

On a motion by Mr. Neville, seconded by Mr. Pontoriero, the minutes of March 24, 2014 were unanimously approved as written.

**Open Space & Recreation Plan Update Parcel Priority Discussion**

The Board had a general discussion regarding the draft parcel priority list and the criteria they would use to rank the parcels. The Chair postponed the discussion until after the scheduled public hearing.

**Boxborough Town Center Definitive Subdivision Continued Public Hearing**

The Chair reconvened the public hearing at 7:50 pm. The developer's engineer Ben Ewing with Stamski and McNary, Inc. reviewed for the Board the revised plans as outlined in his letter dated April 2, 2014 and how the revisions addressed issues raised by the Board at the last public hearing and the remaining comments from the Town's consulting engineer.

The Board asked Mr. Ewing to clarify how the proposed lowering of Massachusetts Avenue would impact the adjacent driveways. Mr. Ewing reviewed a profile sketch of how the driveways would be tied into Massachusetts Avenue, with one driveway having a 15% slope. Mr. Markiewicz thought that was too steep. Mr. Ewing stated that during the permitting process with MassDOT, they may require them to tie into the driveways further back to reduce the percent slope, but that would not be determined until final construction drawings were done.

Mr. Ewing informed the Board that his client was requesting a waiver to the requirement that the landscape plan be prepared by a registered landscape architect. Mr. Faulkner pointed out that twice now the Board has requested changes to the plan, which have not been done, nor has the person who prepared the plan written their name legibly. He was not in favor of granting the waiver. The Board agreed. The Town Planner stated that the decision would include a condition

that a revised landscape plan prepared by a registered landscape architect be reviewed and approved by the Board prior to endorsement of the Definitive Plan.

Ms. Hughes commented that the revised plans have been submitted to the Town's consulting engineer for review and she was going to provide comments by April 16<sup>th</sup>. This would allow sufficient time for her to incorporate any remaining issues into the draft decision for the Board's review on April 28<sup>th</sup>.

Mr. Neville moved to accept the applicant's grant of a time extension to the 90-day time period until April 29<sup>th</sup>. The motion was seconded by Mr. Markiewicz with all voting in favor.

Mr. Neville moved to continue the public hearing to April 28<sup>th</sup> at 7:45 pm. The motion was seconded by Ms. Fillmore with all voting in favor.


### **Open Space & Recreation Plan Update Parcel Priority Discussion**

The Chair thanked Conservation Commission member Norm Hanover and Agricultural Commission member John Neyland for coming to the meeting. Rita Grossman with the Boxborough Conservation Trust briefly spoke to the Board about some of the priorities for the Trust and then had to return to the Finance Committee meeting.

The Board reviewed the Conservation Commission's ranking of the priority parcels and briefly discussed the criteria they would use for ranking. It was determined that vistas, agriculture and potential parking areas for trail access would be their focus for determining parcel ranking of high, medium and low. The Board proceeded to go through the list of parcels and rank them. The Town Planner will add the Board's rank to the Conservation Commission spreadsheet.

With no further business, the meeting was adjourned at 9:07 pm on a motion by Mr. Markiewicz, seconded by Ms. Fillmore with all voting in favor.

On Behalf of the Boxborough Planning Board

  
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Eduardo Pontoriero, Clerk